

SECRETARY OF STATE

FINANCIAL SUMMARY

	FY 2004 EXPENDITURE	FY 2005 APPROPRIATION	GOVERNOR RECOMMENDED FY 2006
Administration	\$ 13,874,385	\$ 14,683,075	\$ 15,358,976
Elections	202,891	28,903,582	66,403,582
Record Preservation Programs	212,366	12,961,393	12,871,108
Missouri Library Programs	9,431,621	9,780,444	10,380,444
TOTAL	\$ 23,721,263	\$ 66,328,494	\$ 105,014,110
PERSONAL SERVICE			
General Revenue Fund	6,598,578	6,909,859	6,978,954
Federal Funds	390,374	530,322	535,795
Secretary of State's Technology Trust Fund Account	76,327	80,905	81,714
Local Records Preservation Fund	809,914	916,663	925,930
Secretary of State's Investor Education Fund	86,248	125,658	126,915
State Document Preservation Fund	9,703	171,704	173,421
EXPENSE AND EQUIPMENT			
General Revenue Fund	5,741,439	3,961,302	3,051,301
Federal Funds	748,592	941,748	893,746
Election Administration Improvement Fund	158,952	3,749,990	3,749,990
Secretary of State's Technology Trust Fund Account	2,304,143	2,922,496	2,922,496
Local Records Preservation Fund	291,222	397,727	397,727
Secretary of State's Investor Education Fund	95,165	163,464	163,464
State Document Preservation Fund	1,692	12,019,255	12,025,255
Secretary of State - Wolfner State Library Fund	43,447	14,500	14,500
PROGRAM SPECIFIC DISTRIBUTION			
General Revenue Fund	4,214,089	7,079,444	7,679,445
Federal Funds	1,759,484	2,474,185	2,588,185
Local Records Preservation Fund	172,294	400,000	400,000
Election Administration Improvement Fund	0	23,250,012	62,086,012
Investors Restitution Fund	194,600	55,000	55,000
State Document Preservation Fund	25,000	164,260	164,260
TOTAL	\$ 23,721,263	\$ 66,328,494	\$ 105,014,110
General Revenue Fund	16,554,106	17,950,605	17,709,700
Federal Funds	2,898,450	3,946,255	4,017,726
Election Administration Improvement Fund	158,952	27,000,002	65,836,002
Secretary of State's Technology Trust Fund Account	2,380,470	3,003,401	3,004,210
Local Records Preservation Fund	1,273,430	1,714,390	1,723,657
Investors Restitution Fund	194,600	55,000	55,000
Secretary of State's Investor Education Fund	181,413	289,122	290,379
State Document Preservation Fund	36,395	12,355,219	12,362,936
Secretary of State - Wolfner State Library Fund	43,447	14,500	14,500
Full-time equivalent employees	257.12	263.80	263.80

ELECTED OFFICIALS SECRETARY OF STATE

ADMINISTRATION

The Office of the Secretary of State is organized as follows:

Administrative Services – provides central budgeting, payroll, human resources, accounting, supplies, and mailroom services for all areas of the office. Responsibilities also include publication of the official manual of the state of Missouri, the Constitution, corporation laws, securities laws, the uniform commercial code manual, notary public laws, trademark laws, primary election returns, and the state and general assembly roster.

Elections Services – prepares ballots, certifies candidates, canvasses election returns, certifies initiative petitions, and maintains the statewide voter registration database.

Record Services – provides for the maintenance, retention, preservation, and disposal of official records of the state and local governments of Missouri.

Administrative Rules and Legal Services – serves as the central filing office for all rules and regulations promulgated by departments of the state of Missouri.

Securities Services – works to protect Missouri investors from fraud and maintains an orderly securities market in the state. The Securities Commissioner administers the Missouri Uniform Securities Act.

Business Services – administers the laws and filings of corporations and non-profit organizations. The division is the central filing office and custodian of all filings on business and professional loans. Additionally, the division commissions public notaries.

Missouri State Library – supports or works in concert with public, academic, and institutional libraries of the state with grant support, consultant services, development of criteria for establishment of libraries, collection development, and resource sharing. The library serves as a research and reference library for state government and the legislature and as the central outlet for census data information.

Wolfner Library for the Blind and Physically Handicapped – provides a variety of Braille, large print books, talking books recorded on cassette and discs, as well as cassette and disc playback equipment for eligible blind, visually impaired, physically disabled, and learning disabled citizens. The federal government, through the National Library Service, provides production of the materials, equipment, and postal charges for their distribution. The state of Missouri pays for staffing and the cost of housing the collections of material and equipment for staff to operate the service.

Fiscal Year 2006 Governor's Recommendations

- \$590,000 to publish the official manual as required by state statute.
- \$270 federal and other funds for payment of overtime to nonexempt employees as required by HB 1548 (2004).
- \$85,631 for pay plan, including \$69,095 general revenue.

ELECTIONS

Initiative, Referendum, and Constitutional Amendments Expenses – funds are provided to allow for the publication of the texts of initiative petitions and referendums in newspapers prior to their consideration by the electorate of the state of Missouri. Payments are made in accordance with Chapter 125, RSMo, for constitutional amendments and Chapter 126, RSMo, for initiative petitions and referendums.

Absentee Ballots – funds are provided to allow for fees and costs for establishing and maintaining the business reply and postage-free mail for absentee envelopes returned by voters, in accordance with Section 115.285, RSMo.

ELECTED OFFICIALS SECRETARY OF STATE

ELECTIONS (Continued)

Election Printing and Federal Election Reform – provisional ballot envelopes must be provided for local election authorities to use in elections of federal candidates, statewide candidates, or statewide issues. In addition, the Elections Division must print and distribute voter registration applications in accordance with federal laws.

Fiscal Year 2006 Governor's Recommendations

- \$39,000,000 federal funds to implement the federal Help America Vote Act.
- (\$1,500,000) for one-time expenditures.

RECORD PRESERVATION PROGRAMS

Local Records Grants – these funds are user fees designated for local records preservation. Missouri local governments submit proposals that address their specific needs in archive/records management. The Historical Records Advisory Board in concert with the Local Records Program Fiscal Grants Officer will establish priorities, implement, and audit the return of money to local governments.

Document Preservation – these funds are private donations designated for preservation of documents of legal, historical, and genealogical importance to the state of Missouri.

Fiscal Year 2006 Governor's Recommendations

- \$6,000 other funds for the Americorps Education Award.
- \$1,717 other funds for pay plan.
- (\$98,002) federal funds for one-time expenditures.

MISSOURI LIBRARY PROGRAMS

State Aid for Public Libraries – the Missouri Constitution authorizes the state to support and aid public libraries. Consistent with this authority and the procedure set out in Section 181.060, RSMo, the Missouri State Library distributes funds to eligible public libraries on the basis of population served by the library district. A public library becomes eligible for participation if it has voted a local tax of at least ten cents per one hundred dollars assessed valuation. Local libraries use state funds to supplement local support.

Remote Electronic Access for Libraries – the Remote Electronic Access for Libraries (REAL) project is designed to connect all public libraries in Missouri to each other and the Internet through dedicated data connections. Library patrons will have quick access to resources beyond those available solely within their community.

Literacy Investment for Tomorrow – the Missouri State Library serves as fiscal agent for the state literacy resource center, Literacy Investment for Tomorrow (LIFT) in St. Louis. The center promotes and develops resources for organizations that provide literacy services.

Federal Aid for Public Libraries – the Missouri State Library administers federal grants under the federal Library Services and Construction Act. The library distributes funds to local public libraries for personnel, books, other library materials, and for general operating expenses to develop and improve library services. In addition, funds are available to local groups of libraries for improving local library cooperation. All costs for cooperative projects, except book purchases and building construction, are eligible for funding.

Fiscal Year 2006 Governor's Recommendations

- \$600,000 transferred to the Library Networking Fund for increased assistance to public libraries.